

12 FAM 460 POST PROGRAM EVALUATION

(TL:DS-39; 08-15-1994)

12 FAM 461 GENERAL

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- a. DS/DSS provides on-site review of the basic programs for which the RSO has management responsibility, to ensure their effectiveness and, as appropriate, their compliance with established Department procedures.
- b. A reviewing officer, designated by the Director of the Diplomatic Security Service (DS/DSS), will consult with the RSO and:
 - (1) Examine the level of support provided by the RSO and staff to all elements of the mission;
 - (2) Review staffing requirements and existing priorities in the workload of the RSO;
 - (3) Examine the effectiveness of the RSO's management of the security office, including training provided to A/RSOs and PSOs;
 - (4) Review specific programs for which the RSO has management responsibility; and
 - (5) Provide the RSO with professional guidance and support.
- c. The RSO or PSO serves as the post control officer/coordinator for inspections conducted by the Inspector General's Office of Security Oversight (OIG/OSO). OSO periodically inspects each post to evaluate its implementation of security standards and any post-specific protective measures.

12 FAM 462 INTERAGENCY COORDINATION OF SECURITY INSPECTIONS

12 FAM 462.1 Purpose

(TL:DS-39; 08-15-1994)

- a. This section improves the effectiveness of security inspection efforts by establishing a focal point for agencies to coordinate security inspections and to maintain security-related information resulting from those inspections. All agencies that have personnel on official duty at a U.S. foreign service post, or that operate a facility under a chief of mission's control, will have access to this information concerning post security. Such coordination should:
 - (1) Eliminate duplicative and/or concurrent inspections;
 - (2) Provide a single location for all security information concerning a post; and
 - (3) Ensure that all officers charged with security responsibilities have access to any information which may affect the security of their agencies' personnel.
- b. For the purposes of this section, security inspections include any oversight review and/or evaluation of a security program for which the Assistant Secretary for Diplomatic Security is responsible (see section 12 FAM 412.2). Security inspections do not include visits that an agency conducts solely for other purposes, such as support, liaison, or operational assessments of their own programs.

12 FAM 462.2 DS/DSS/OP Role

(TL:DS-39; 08-15-1994)

- a. The Bureau of Diplomatic Security's Office of Overseas Operations (DS/DSS/OP) serves as the focal point for all agencies to coordinate their security inspections of U.S. Government facilities and security programs at U.S. foreign service posts.
- b. When requested to clear an agency's cable that requests country clearance from post for the proposed security inspection trip, the respective DS/DSS/OP regional director will ensure that:
 - (1) Conflicts between the scheduling of inspections and other post security activities are resolved;
 - (2) The timing, purpose, and scope of inspections are conveyed to the RSO; and
 - (3) Agencies reconsider any inspection which would create redundant reviews of post security programs.

- c. DS/DSS/OP will establish and maintain security files retrievable by post name as a resource for security inspectors. These files will include certain documents and reports which contain information concerning security issues or programs, such as security surveys, security inspections, and post profiles. In the files DS/DSS/OP will also include copies of other agencies' inspection reports, or extracts from agency reports, which pertain to or affect the Bureau of Diplomatic Security's responsibilities for security programs at post. The respective DS/DSS/OP desk officer will determine the type and extent of information retained in a post's file. DS/DSS/OP will share this information, as appropriate, with the respective DS program managers.
- d. DS/DSS/OP will remove all information from the documents included in these shared files which both identifies an individual and pertains to either a sensitive personnel matter or an investigation concerning that individual. Should DS/DSS/OP determine that inclusion of such information would be pertinent to a security inspection, that office will ensure all disclosures are made in accordance with the Privacy Act, in coordination with DS/PPB/FOIA (see section 12 FAM 046 and 212 FAM 21.4-3), and, on investigative matters, with DS/DSS/ICI concurrence.
- e. DS/DSS/OP will permit agency inspectors to review these post security files. When another DS office is responsible for files relevant to a particular agency's inspection, DS/DSS/OP will also arrange an opportunity for that agency's inspectors to review pertinent security information from those files. DS/DSS/OP may also conduct or arrange briefings for inspectors concerning a post's particular security issues.

12 FAM 462.3 Agency Inspections

(TL:DS-39; 08-15-1994)

- a. An agency represented at post may conduct reviews to examine the interrelationship of a post's overall security program and posture with respect to that agency's facilities and/or personnel. An agency may also conduct such security inspections in conjunction with a review of its own programs at post.
- b. Prior to initiating any official visitor travel, agencies are responsible for transmitting their travelers' security clearance levels to post and for requesting and obtaining clearance from the chief of mission. (See section 12 FAM 443.3 and 2 FAM .)
- c. Prior to transmitting the cable to post requesting country clearance for a security inspection, agency security inspectors who plan to conduct the inspection will consult with DS/DSS/OP concerning the inspection. The

cable will inform post and the RSO about the timing, purpose, and scope of the security inspection, and include DS/DSS/OP as an information addressee. The inspectors should also schedule time with DS/DSS/OP to review the security posture and programs of each post they intend to inspect. Agencies may choose to exclude DS/DSS/OP from prior coordination for technical surveillance countermeasures inspections of their own facilities.

- d. Agency inspectors will contact the post's regional security officer as soon as practical after their arrival at post. The inspectors will coordinate with the RSO on security interests, such as scheduling a visitor's security briefing or a review of files pertaining to post security programs for the inspecting agency's personnel and/or facilities. Portions of technical surveillance countermeasures inspections conducted entirely within an agency's space may begin prior to the earliest practical time at which the inspectors contact the RSO.
- e. Prior to their departure from post, inspectors will brief the RSO concerning the results of their inspection which pertain to post security and/or to post security programs for which DS is responsible, including technical surveillance countermeasures inspections. Where applicable, the inspectors will base their recommendations concerning these security programs on Department of State security standards (see section 12 FAM 022.2). Inspectors should include the estimated cost implications of their recommendations and alternatives, when they can reasonably obtain or determine such information.
- f. Agencies will provide copies of those sections of their inspection reports which pertain to post security and/or to post security programs to DS/DSS/OP for inclusion in the DS/DSS/OP shared security file. For technical surveillance countermeasures inspections, a synopsis of the results will suffice for this purpose. Agencies will ensure that the report contains no information relating to individuals that is subject to protection from disclosure pursuant to the Privacy Act.

12 FAM 463 THROUGH 469 UNASSIGNED